

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE		PAGE 1 OF 2 PAGES		
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE 18 July 2003		4. REQUISITION/PURCHASE REQ. NO. W25PHS31710862		5. PROJECT NO. (If applicable)	
6. ISSUED BY  USAED, Philadelphia Wanamaker Building, 100 Penn Square East Contracts Branch, Rm 643 Philadelphia, Pennsylvania 19107-3390		CODE		7. ADMINISTERED BY (If other than Item 6)  See Block 6		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)				<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO. DACA61-03-R-0009 <input checked="" type="checkbox"/> 9B. DATED (SEE ITEM 11) 07 July 2003 <input type="checkbox"/> 10A. MODIFICATION OF CONTRACTS/ORDER NO. <input type="checkbox"/> 10B. DATED (SEE ITEM 13)			
CODE		FACILITY CODE					

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

**DESIGN BUILD AIR FREIGHT TERMINAL, DOVER AIR FORCE BASE, DELAWARE - STEP ONE**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

<input checked="" type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not, ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

**THIS AMENDMENT DOES NOT EXTEND THE 05 AUG 2003, 4 PM EST PROPOSAL DUE DATE FOR STEP ONE.**

(CONTINUED ON NEXT PAGE)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
_____ (Signature of person authorized to sign)		BY _____ (Signature of Contracting Officer)	

14. DESCRIPTION OF AMENDMENT (CONT'D)

SPECIFICATIONS (Step 1):

1. CAUTION TO BIDDERS SHEET: Please delete the caution to bidders page dated July 1, 2003 and substitute with revised caution to bidders page dated July 16, 2003 annotated Amendment No. 0002 attached hereto.
2. SECTION 00100: Instructions to Bidders: Please add FAR 52.217-5, Evaluation of Options (Jul 1990) annotated Amendment No. 0002 attached hereto.
3. SECTION 00110: Please delete this section in its entirety (20 pages) and substitute with new section (21 pages) annotated Amendment No. 0002 attached hereto.
4. SECTION 00700 – Contract Clauses:
  - a. Please make a pen and ink change to delete FAR 52.226-1, Utilization of Indian Organizations and Indian Owned Economic Enterprises (Jun 2000) in its entirety.
  - b. Please add FAR clause 52.217-7, OPTION FOR INCREASED QUANTITY--SEPARATELY PRICED LINE ITEM (MAR 1989), annotated Amendment No. 0002 attached hereto.
5. Please indicate receipt of this amendment on Standard Form 1442 (SOLICITATION, OFFER AND AWARD) as Amendment No. 0002. Failure to acknowledge the amendment may be cause for rejection of your proposal.

### CAUTION TO BIDDERS

All information required by the terms of the Solicitation must be furnished. MISTAKES OR OMISSIONS CAN BE COSTLY. Important items for you to check are included in but not limited to those listed below. This checklist is furnished only to assist you in submitting a proper bid. Check as you read.

**[ ] BONDING DOCUMENTS: Please refer to the document entitled "INSTRUCTIONS.pdf" posted on the Advertised Solicitations web page with this solicitation for important information concerning bonding documents.**

[ ] Have you completed the "Representations and Certifications" {Section 00600} portion of the Solicitation? Is your Contractor Establishment Code listed on the Standard Form 1442?

[ ] Is your bid properly signed by an officer of your company?

[ ] Have you acknowledged all amendments? Have you submitted your bid on the latest amended bid schedule?

[ ] Is the name in which you submitted the bid the same on your bid as on the bid bond?

[ ] If required, have you entered a unit price for each bid item? {The solicitation will specifically state when this is necessary.}

[ ] The Government may reject a bid as nonresponsive if it is materially and mathematically unbalanced as to price for any bid item or combination of items. A bid is unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated for other work.

[ ] Are all erasures or corrections initialed by the person signing the bid?

[ ] Have you restricted your bid by altering the provisions of the solicitation?

[ ] If you are a large business and your bid is greater than \$500,000 for service or \$1,000,000.00 for construction have you included your Sub-Contracting Plan in your bid package?

[ ] Is the envelope containing your bid properly identified that it is a sealed bid and does it contain the correct solicitation number and bid opening time?

[ ] Will your bid arrive on time? See paragraph entitled "Late Submissions, Modifications, and Withdrawals of Bids" in the Instructions to Bidders {Section 00100} of the solicitation.

July 16, 2003

52.217-5 EVALUATION OF OPTIONS (JUL 1990)

(a) Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

(b) The Government may reject an offer as nonresponsive if it is materially unbalanced as to prices for the basic requirement and the option quantities. An offer is unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated for other work.

(End of provision)

(End of Section 00100)

## Section 00110

### Step 1 Proposal Submission Requirements And Proposal Evaluation Process

#### 1.0 PROPOSAL SUBMITTAL INSTRUCTIONS

##### 1.1 General

a. In response to this solicitation the offerors are required to submit Step 1 proposals in accordance with the instructions herein. It is the intent of this solicitation to seek proposals from the most highly qualified offerors with relevant design-build experience and "Satisfactory" performance ratings. Not more than five offerors will be selected to proceed to Step 2 - Technical and Price Proposals. Proposals will be evaluated on their own merit based upon the evaluation factors, which are listed below in descending order of importance. Step 1 proposal shall not include any cost information. Technical and cost proposals will be submitted as two separated documents in Step 2. Award will be made after Step 2 evaluations to the responsible offeror who represents the best value to the Government after evaluation of all proposals in accordance with the factors and sub-factors (Step 1 and Step 2) listed in this solicitation.

Step 1 Evaluation Factors:

- (1) Relevant Experience
- (2) Past Performance
- (3) Project Key Personnel *and Subcontractors*
- (4) Project Management Plan

Step 2 Technical Evaluation Factors (Listed in descending order of importance. The overall Step 1 rating is equal in importance to the overall Step 2 rating and the combined overall (Step 1 and Step 2) rating is slightly less important than the cost/price):

- (5) Design Drawings (site and building)
- (6) Outline Specifications (indicate materials (to include finishes, fixtures, and equipment) and construction methods)
- (7) Equipment Schedule (type, size/capacity, manufacturer, and model number)
- (8) Design Calculation Methods and Selected Calculations (as detailed in the Step 2 RFP).

b. The offeror is required to certify that all items submitted in the proposal comply with the RFP requirements and any differences, deviations or exceptions must be stated and explained. Offerors are required to complete the Compliance Statement provided below and submit it with their proposal. Even if there are no differences, deviations or exceptions, the offeror must submit the Compliance Statement and state that none exist.

Statement of Compliance:

This offeror hereby certifies that all items submitted in this proposal comply with the solicitation requirements. The criteria specified in Solicitation No. [Insert Solicitation Number] are binding contract criteria and in case of any conflict after award, between [Insert Solicitation Number] and the contractor's proposal, the solicitation criteria shall govern unless there is a written and signed agreement between the contractor and the Government waiving a specific requirement.

c. Requirements for Special Marking of Proposals. Offerors are advised that the evaluation and rating of the proposals are conducted in strict confidence and that evaluation personnel and consultants review and rate each proposal without knowledge of the name of the offeror. Accordingly, offeror's proposal identification **MUST NOT APPEAR** on any documents for evaluation. The Contracting Officer will assign proposal numbers prior to submission of proposals. To receive a proposal identification number contact the Philadelphia District Contracting Division at 215-656-6773. This number is to be used by each offeror to identify their proposal. The offerors name, address, signature, etc. as well as the assigned identification number, should only be inserted, as appropriate on transmittal letters, etc., required by this solicitation.

d. Who May Submit.

(1) Proposals may be submitted by: firms formally organized as design/build entities, or by design firms and construction contractors that have associated specifically for this project. In the latter case, a single design firm or construction contractor may offer more than one proposal by entering into more than one such association. For the purpose of this solicitation, no distinction is made between formally organized design/build entities and project-specific design/build associations. Both are referred to as the design/build offeror, (or simply "offeror"), or the design/build contractor, (or simply "Contractor"), after award of a contract.

(2) Any legally organized offeror may submit a proposal, provided that the offeror, or offeror's subcontractor, has on its permanent staff professional architects and engineers registered in the appropriate technical disciplines and provided that the requirements specified in the solicitation are met. All designs must be accomplished under the direct supervision of appropriately licensed professionals.

## **1.2 Source Selection**

The Source Selection Authority, using sound business judgment, will select the five most qualified offerors to this solicitation in accordance with the evaluation criteria (factors) for Step 1 and they will be the sole basis for determining which offerors are best qualified to submit an offer for Step 2.

## **1.3 Format**

The Step 1 Proposal shall contain:

- a. Title Page, including the title of the solicitation, solicitation number, and date of submittal
- b. Table of Contents
- c. Compliance Statement
- d. Specific Information for Evaluation as described in paragraph 3, below.

The proposals shall not include any cost information. The technical and cost proposals are Step 2.

## **1.4 Envelopes**

Proposal submission envelopes and/or boxes shall be marked:

Date of Opening: \_\_\_\_\_

Time of Opening: \_\_\_\_\_

Proposal for: DACA61-03-R-0009

## **1.5 Page Limits**

The following page limits shall apply, which do not include title sheets, indices, tables of content, schedules, or cover sheets: **50** pages maximum.

A page printed on both sides will be counted as two pages. Pages containing text shall be submitted on 8-1/2 x 11 inch paper. Each page shall be minimally single spaced with a minimum of a 12-point font and one inch margins all around.

## **1.6 Submittal of Proposals**

Offerors shall submit their proposals to the U. S. Army Corps of Engineers-Philadelphia District, ATTN: CENAP-CT-C, Wanamaker Building, 100 Penn Square East, Room #643, Philadelphia, PA 19107-3390, no later than the time and date specified on Standard Form 1442, Block 13.

## **2.0 EVALUATION PROCESS**

### **2.1 Proposal Compliance Review**

This review will assure that all required forms and certifications are complete. Offerors are advised that the evaluation and rating of all proposals will be conducted in strict confidence.

Step 1 Evaluation Factors: The evaluation process will be the evaluation of each offeror's relevant experience, past performance, project key personnel, and project management plan. These factors are listed in descending order of importance.

Possible ratings for each factor are:

- a. Excellent - The proposal greatly exceeds solicitation requirements.
- b. Above Average - The proposal exceeds solicitation requirements.
- c. Average (Acceptable) - The proposal conforms completely to the solicitation requirements (this does not necessarily eliminate the need for discussion of the proposal's disadvantages).
- d. Below Average (Capable of Being Made Acceptable) - The proposal marginally meets the solicitation requirements. The proposal can reasonably be expected to be made acceptable by moderate revisions, amplification, or modification. If a proposal falls within this category, the documentation must specify in detail the areas in which the proposal is deficient.
- e. Noncompliance (Unacceptable) - The proposal could not reasonably be expected to become "acceptable" without major extensive changes and revisions. Unless the rationale clearly supports the determination of unacceptability, the determination will be "capable of being made acceptable".

### **2.2 Miscellaneous**

The Government reserves the right to reject any or all proposals (step 1 and Step 2) at any time prior to award, to negotiate with Step 2 offerors in the competitive range, and to award a contract to the Step 2 offeror with the most advantageous proposal, cost/price and other factors considered. Offerors are advised that it is the intent of the Government that an award will be made without discussions. However, the Government reserves the right to hold discussions if it determines that discussions are necessary. Therefore, proposals should be submitted on the most favorable terms that the offeror can submit. Offerors should NOT assume that they will be contacted or afforded an opportunity to clarify, discuss or revise their proposals. For Step 2, after technical and cost/price proposals have been evaluated, the trade-off process found in FAR 15.101-1 will be used by the Source Selection Authority (SSA) to make the award decision. This process permits tradeoffs among cost or price and no-cost factors that allow the Government to accept other than the lowest priced proposal if the perceived benefits merit the additional costs. It is the intent of the Government to award a contract to the offeror offering the most advantageous proposal to the Government considering that the Step 1 and



Step2 evaluation factors, when combined, are approximately equal to cost/price.

### **3.0 Step 1 - PROPOSALS**

#### **3.1 Relevant Experience**

The offeror shall demonstrate relevant experience by the physical completion and client acceptance of at least 3, but not more than 6, similar and relevant projects completed within the past five years. To be considered similar and relevant, these projects should demonstrate experience with new construction of cargo/freight handling facilities and in particular air cargo/freight. Proposals shall include at least the following:

- a) Project Name and Location
- b) Scope and Relevance
- c) Award Amount and Completion Amount
- d) Original and Final Contract Duration's and Completion Dates
- e) Performance Rating
- f) Project Owner and Point of Contact Information
- g) Role of Offeror in Project
- h) Amount and Extent of Subcontracting
- i) Success in Commissioning the Project

Offerors may use the form "PRIME CONTRACTOR/SUBCONTRACTOR EXPERIENCE" provided as an attachment at the end of this section.

#### **3.2 Past Performance**

The offeror shall provide the performance evaluations on the same projects submitted under paragraph 3.1 above ***as well as any in-progress projects***. The submitted projects shall have at least a "Satisfactory" performance rating. Submission of correspondence from project owners will suffice if performance evaluation forms are not available. For government agency projects, the offeror shall submit that agency's performance evaluation forms. The Government may contact the individuals identified by the offeror to confirm performance capabilities. The offeror must take whatever steps are necessary to ensure that the named individuals can be reached at the number indicated for a reference. The Government may use other information that is readily available to determine an offeror's past performance, such as CCASS or ACASS ratings. Past performance of subcontractors that will be performing major or critical portions of construction of this project shall also be submitted. Past performance information pertaining to a proposed subcontractor cannot be disclosed to the Offeror by the Government without the proposed subcontractor's consent. Therefore, if subcontractor past performance information is being utilized by the Offeror, the Offeror must also submit as part of its proposal the subcontractor's consent to release of its past performance information by the Government to the Offeror. If there is a problem with the proposed subcontractor's past performance, the prospective prime contractor can be notified, but no details can be discussed without the proposed subcontractor's permission. The requirement to submit information pertaining to this evaluation factor is a separate requirement from the Step 2 submission of pre-award survey information

with the price proposal. Do not submit the Pre-Award Survey as part of your proposal.

Offeror Past Performance Information. At the end of this section is included the sample Past Performance Evaluation Questionnaire. ***Use of this form is not mandatory; correspondence from project owners is an acceptable alternative.*** The offeror shall identify the in-progress or completed projects to be used for reference and evaluation purposes. Provide a questionnaire to the Point of Contact for each project listed for completion. When completed, these forms shall be mailed to the Philadelphia District Contract Specialist identified in the sample transmittal letter provided. Failure of a reference's verification to arrive at the Philadelphia District within the identified time period shall adversely affect the overall rating received. It is the contractor's responsibility to ensure that the reference documentation is provided. The Government WILL NOT make additional requests for past performance information or references. Copies of the evaluation form SHALL NOT be provided to the offeror from the reference. ***Completed*** projects from which questionnaires are received shall have been completed within ***five*** years of the date of the solicitation.

### 3.3 Project Key Personnel and Subcontractors

***Project Key Personnel. Provide the names, resumes, and levels of responsibility of the principal managers and technical personnel who will be directly responsible for the day-to-day design and construction activities. Include, as a minimum, the project manager; the engineers responsible for civil and site electrical design; the quality control manager; the construction manager; the site superintendent. Indicate whether each individual has had significant part in any of the project examples cited. If reassignment of personnel is considered possible, provide the names and resumes of the alternative professionals in each assignment.***

***Include the key construction subcontractors under consideration (more than one for any specific task(s) may be included as possible awardees) and the extent of their role with respect to the design and construction phases of this project. Key subcontractors shall include, but are not limited to: Automated/Mechanized Material Equipment Handling Systems, Structural Ironworkers, Masonry Works, Electrical, Mechanical, and Site Development subcontractors.***

### 3.4 Project Management Plan

The offeror shall provide a Project Management Plan. This is an overall plan showing how the offeror will control the job. The term "project management plan" is defined as a plan that includes the following sub-plans: Quality Control Plan, Contract Closeout Plan, and Small Business Utilization Plan.

(a) Quality Control Plan. The Quality Control Plan is part of the Project Management Plan. The alliance of the project site utility designer and the builder on a project such as this naturally removes one commonly used method of quality control; that is, the usual

reliance on the owner or the design consultant for monitoring site utility construction quality. Although the Government will provide an on-site representative during construction, offerors are expected to develop a formal program of monitoring to ensure a high level of construction quality. Offerors shall submit Quality Control Plans that respond to the minimum requirements of Technical Specifications Section 01451 (furnished with this RFP package) entitled "Contractor Quality Control Design/Build." The offeror's program shall have the following characteristics:

#### CONTRACTOR QUALITY CONTROL REQUIREMENTS

A clear identification of the personnel responsible for quality control and a clear policy establishing their authority. The quality control group shall be separate and apart from (not the same) the people that are doing the construction. This quality control group shall report to the Contractor's management at a level no lower than a vice president of the company.
A specific description of the tasks and functions of the quality control personnel.
A specific policy establishing schedules for the performance of quality control tasks.
A policy for reporting quality control findings to the Contracting Officer.
The names of testing laboratories to be used and the procedures for test data reporting.
A general plan for material storage and protection applicable to any site.
The plan for review, evaluation, and Offeror Quality Control of the design submittals prior to Government receipt.

**(b) Contract Closeout Plan.** A Closeout Plan shall be furnished in a brief structured time scale schedule reflecting the planned activities during the final 90 days of the contract activity. Items to be included in the closeout plan are as follows:

#### CLOSEOUT PLAN

Testing of equipment and systems with schedules and reports.
--

Equipment instruction and training schedules.
O&M Manuals transfer.
As-built drawings transfer
Transfer procedures and schedules.
Pre-final inspection procedures and correction of deficiencies.
Warranty data submission and planned implementation.
Cleanup of administrative deficiencies.
Real Property Transfer Data (DD Form 1354)
Installed Equipment Data (Equipment-in-Place Listing) Move off site.

## (c) Small Business Utilization Plan

**Important Note to Large Businesses:** If you are a large business, do not include a Subcontracting Plan in your Proposal as your response to either of the following sub-factors. Also, do not simply provide a cross reference to the Subcontracting Plan, which is to be provided by large businesses as part of the Step 2 Price Proposal.

**Participation of Small Business Concerns, Historically Black Colleges and Universities, and Minority Institutions (SBC/HBCU/MI) (Sub-factor 6e(1))**

Note: All Offerors regardless of business size status are required to respond to this sub-factor.

Provide a narrative discussion that addresses the proposed participation of Small Businesses Concerns (SBCs) and Historically Black Colleges and Universities and Minority Institutions (HBCU/MIs) in the performance of work under the prospective contract.

The Extent of Small Disadvantaged Business (SDB) Participation under the Authorized NAICS Codes and Regions (Sub-factor 6e(2)):

IMPORTANT NOTES TO ALL OFFERORS PERTAINING TO SUB-FACTOR 6e(2):

**--All Offerors, regardless of business size status, must respond to this Sub-factor.**

-- See FAR 19.12 for further information pertaining to the requirement for this sub-factor.

--The Authorized NAICS Major Groups/Regions are available on the Internet at: <http://www.arnet.gov/References/sdbadjustments.htm>.

-- Large businesses can count the participation of any certified small disadvantaged business subcontractor towards their SDB subcontracting goals on their subcontracting plan. However, the evaluation credit under this sub-factor is limited by FAR 19.12 to SDB participation in performance of the contract under the Authorized NAICS Major Groups and Regions.

--An Offeror who is proposing the participation of SDB concerns in the performance of the contract (under the Authorized NAICS Codes and for construction, by SDB concerns located in the Authorized Regions) must provide a narrative discussion as described below in response to this Sub-factor.

--An Offeror who is not proposing the participation of SDB concerns in the performance of the contract (under the Authorized NAICS Codes and for construction, by SDB concerns located in the Authorized Regions) must specifically address the rationale for not utilizing such concerns in the performance of the contract. Offerors who present valid reasons for not proposing SDB participation under the Authorized NAICS Major Groups/Regions will not be disqualified from consideration for contract award based solely on the lack of proposed SDB participation under this sub-factor.

--In order to receive consideration for SDB participation in performance of the contract, when and where authorized (see FAR Subparts 19.12 and the above website URL), Offerors must provide, with their offers, targets, expressed as dollars and percentages of total contract value, in each of the applicable, authorized NAICS Major Groups and a total target for SDB participation by the contractor, including joint venture partners, and team members; a total target for SDB participation by subcontractors. An Offeror that is a certified SDB concern must also provide a target for work it intends to perform as the prime contractor. These targets will be incorporated into and will become a part of any resulting contract. Additionally, contractors with SDB participation targets will be required to report SDB participation during performance of the contract. (See the provision at FAR 52.219-24, Small Disadvantaged Business Participation Program Targets, located in Section 00600, and the clause at FAR 52.219-25, Small Disadvantaged Business Participation Program-Disadvantaged Status and Reporting, located in Section 00700.)

-- The SDB concerns considered in the evaluation will be listed in the contract, and the contractor shall be required to notify the contracting officer of any substitutions of firms that are not SDB concerns.

-- If authorized elsewhere in the solicitation, monetary incentives may be authorized for exceeding SDB subcontracting targets. The incentive, if elsewhere authorized, shall be paid only if an SDB subcontracting target was exceeded as a result of actual subcontract awards to SDBs, and not as a result of developmental assistance credit under the Pilot Mentor-Protégé Program. (See the clause at 52.219-26, Small Disadvantaged Business Participation program-Incentive Contracting, located in Section 00700.)

#### **4.0 EVALUATION OF STEP 1 PROPOSAL**

The proposal criteria described below indicate how the government will evaluate each offeror's response to the requested information.

##### **4.1 Relevant Experience (Factor 1)**

Offerors shall meet this evaluation criterion by demonstrating sufficient experience with similar projects. The information submitted should include those items indicated on the form "PRIME CONTRACTOR/SUBCONTRACTOR EXPERIENCE" for each of the submitted projects. The offeror shall demonstrate similar and relevant experience by the physical completion and client acceptance of at least 3, but not more than 6, similar and relevant projects completed within the past five years. To be considered similar and relevant, these projects should demonstrate experience with new construction of cargo/freight handling facilities. Favorable consideration will be given to those proposals that demonstrate an extensive amount of experience with similar and relevant projects. Further favorable consideration will be given to offerors showing experience with installing material handling equipment for cargo/freight handling facilities. Highly favorable consideration will be given to offerors showing experience with air cargo/freight handling facilities and material handling equipment.

##### **4.2 Past Performance (Factor 2)**

Offerors shall meet this evaluation criterion by demonstrating a satisfactory level of performance on the same projects submitted under paragraph 3.2 above. Specifically, the offeror shall submit performance evaluations for these projects. The submitted projects shall have at least a "Satisfactory" performance rating. Favorable consideration will be given for performance ratings that exceed a "Satisfactory" level of performance favorable consideration will also be given for projects rated higher than satisfactory in the Corps of Engineers' CCASS rating system.

##### **4.3 Project Key Personnel and Subcontractors (Factor 3)**

Provide the names, resumes, and levels of responsibility of the principal managers and technical personnel who will be directly responsible for the day-to-day design and construction activities. Include, as a minimum, the project manager; the engineers responsible for civil and site electrical design; the quality control manager; and the construction manager. Indicate whether each individual has had significant part in any of the project examples cited. If reassignment of personnel is considered possible, provide the names and resumes of the alternative professionals in each assignment.

***Include the key construction subcontractors under consideration (more than one for any specific task(s) may be included as possible awardees) and the extent of their role with respect to the design and construction phases of this project. Key subcontractors shall include, but are not limited to: Automated/Mechanized Material Handling Systems,***

***Structural Ironworkers, Masonry Works, Electrical, Mechanical, and Site Development subcontractors.***

The offerors are advised that substitution of the proposed key personnel will not be permitted unless approved by the contracting officer. Favorable consideration will be given for key personnel with superior qualifications or who demonstrate extensive experience with similar and relevant design-build projects. To be considered similar and relevant, these projects should demonstrate experience with new construction of cargo handling facilities. Further favorable consideration shall be given to key **design** personnel showing experience with **automated/mechanized** material handling systems.

**4.4 Project Management Plans (Factor 4)**

Submissions shall meet this evaluation criterion by submitting a Project Management Plan that includes the following sub-plans: Quality Control Plan, Contractor Closeout Plan and Small Business Utilization Plan. All sub-plans shall be evaluated and are listed in descending order of importance.

The Small Business Utilization Plan will be evaluated using sub-factors as described below and are weighted approximately equal:

(Sub-factor a): Participation of Small Business Concerns, Historically Black Colleges and Universities, and Minority Institutions (SBC/HBCU/MI)

Evaluation: Consideration will be given to the following:

--The extent to which proposed small business concerns (SBCs) and historically black colleges and universities and minority institutions (HBCU/MIs) are specifically identified by name by the Offeror;

--The extent of commitment by the Offeror to use the specifically identified firms, whether as a joint venture, teaming arrangement, or subcontractor;

--The complexity and variety of the work the identified firms are to perform.

--The evaluation will also include an assessment of proposal risk.

(Sub-factor b): Small Disadvantaged Business (SDB) Participation under the Authorized SIC Codes and Regions):

Evaluation: Consideration will be given to:

--The extent to which SDB concerns are specifically identified;

--The extent of commitment to use SDB concerns (for example, enforceable commitments are weighted more heavily than non-enforceable ones);

--The complexity and variety of the work SDB concerns are to perform;

--Past performance of Offerors in complying with subcontracting plan goals for SDB concerns and monetary targets for SDB participation; and

--The extent of participation of SDB concerns in terms of the value of the total acquisition.

--The evaluation will also include an assessment of proposal risk.



Project Name: Air Freight Terminal

Project No. FJXT043003  
REQUEST FOR PROPOSAL  
DACA61-03-R-0009  
Amendment 0002

***Attachment 1: PRIME CONTRACTOR/SUBCONTRACTOR EXPERIENCE***

Company name\_\_\_\_\_

Name of Project/Location\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

General Scope of Project and Relevance to this project\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Owner of the Project\_\_\_\_\_

\_\_\_\_\_

(Note: If Government Contract, give Contract No. and Contracting Office)

Owner's P.O.C. to include Name, Address and Phone\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Note: If Government Contract, give name of Contracting Officer)

Role (prime, joint venture, subcontractor) and work your company self-performed on this contract, and number of years in this role\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Construction Contract Completion Date\_\_\_\_\_

Construction Contract Value at Award\_\_\_\_\_

Construction Contract Value at Completion\_\_\_\_\_

Extent and type of work you subcontracted out by percentage\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Original Contract Duration\_\_\_\_\_

Project Name: Air Freight Terminal

Project No. FJXT043003  
REQUEST FOR PROPOSAL  
DACA61-03-R-0009  
Amendment 0002

Final Contract Duration\_\_\_\_\_

Customer Satisfaction: (Attach awards, letters of appreciation, or other honoraria if received)

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Lost time accidents and Safety Rating\_\_\_\_\_

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Success in Commissioning Electrical, Mechanical and LAN Systems\_\_\_\_\_

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Overall Rating for Quality Control and Timeliness of Completion\_\_\_\_\_

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Project Name: Air Freight Terminal

Project No. FJXT043003  
REQUEST FOR PROPOSAL  
DACA61-03-R-0009  
Amendment 0002

**PERSONNEL**

Name of Manager\_\_\_\_\_

Management Title on this project\_\_\_\_\_

No. of years: With this firm\_\_\_\_\_ With other firms\_\_\_\_\_

No. of years in this position or role\_\_\_\_\_

Specialization\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Professional Registration (Type and State of Registration)\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Your specific experience and qualifications relevant to this project.

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Project Name: Air Freight Terminal

Project No. FJXT043003  
REQUEST FOR PROPOSAL  
DACA61-03-R-0009  
Amendment 0002

(Use continuation sheets, if needed)

**Attachment 2**

**SAMPLE TRANSMITTAL LETTER  
AND  
PAST PERFROMANCE QUESTIONNAIRE**

Date: \_\_\_\_\_

To: \_\_\_\_\_

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We have listed your firm as a reference for work we have performed for you as listed below. Our firm has submitted a proposal under a project advertised by the U.S. Army Corps of Engineers, Philadelphia District. In accordance with Federal Acquisition Regulations (FAR), an evaluation of our firm's past performance will be completed by the Corps of Engineers. Your candid response to the attached questionnaire will assist the evaluation team in this process.

We understand that you have a busy schedule and your participation in this evaluation is greatly appreciated. Please complete the enclosed questionnaire as thoroughly as possible. Space is provided for comments. Understand that while the responses to this questionnaire may be released to the offeror, FAR 15.306 (e)(4) prohibits the release of names of the persons providing the responses. Complete confidentiality will be maintained. Furthermore, a questionnaire has also been sent to \_\_\_\_\_ of your organization. Only one response from each office is required. If at all possible, we suggest that you individually answer the questionnaire and then coordinate your responses with that of \_\_\_\_\_, to forge a consensus on one overall response from your organization.

Please send your complete questionnaire to the following address:

U.S. Army Engineer District, Philadelphia  
ATTN: CENAP-C  
The Wanamaker Building  
100 Penn Square East  
Philadelphia, PA 19107

The questionnaires can also be faxed to Jennifer McGivern (215) 656 6780. If you have questions regarding the attached questionnaire, or require assistance, please contact Jennifer McGivern at 215 656 6773. Thank you for your assistance.

PAST PERFORMANCE EVALUATION QUESTIONNAIRE

Upon completion of this form, please send directly to the U.S. Army Corps of Engineers in the enclosed addressed envelope or fax (215 656 6780) or e-mail ([jennifer.l.mcgivern@usace.army.mil](mailto:jennifer.l.mcgivern@usace.army.mil)) , ATTN: Jennifer L. McGivern. Do not return this form to our offices. Thank you.

1. Contractor/Name & Address (City and State)

2. Type of Contract: Fixed Price \_\_\_\_\_ Cost Reimbursement \_\_\_\_\_  
Other (Specify) \_\_\_\_\_

3. Title of Project/Contract Number:

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4. Description of Work: (Attach additional pages as necessary)

5. Complexity of Work: High \_\_\_\_\_ Mid \_\_\_\_\_ Routine \_\_\_\_\_

6. Location of Work: \_\_\_\_\_

7. Date of Award: \_\_\_\_\_

8. Status: Active \_\_\_\_\_ (provide percent complete)  
Complete \_\_\_\_\_ (provide completion date)

9. Name, address and telephone number of Contracting Officer's Technical Representative:

**QUALITY OF PRODUCT/SERVICE:**

10. Evaluate the contractor's performance in complying with contract requirements, quality achieved, and overall technical expertise demonstrated.

Excellent	
Above Average	
Average	
Below Average	
Unsuccessful or Experienced Significant Problems	

**Remarks:**

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**11. To what extent were the contractor's reports and documentation accurate, complete, and submitted in a timely manner?**

<b>Excellent</b>	
<b>Above Average</b>	
<b>Average</b>	
<b>Below Average</b>	
<b>Unsuccessful or Experienced Significant Problems</b>	

**Remarks:**

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**12. To what extent was the contractor able to solve performance problems without extensive guidance from government/owner counterparts?**

<b>Excellent</b>	
<b>Above Average</b>	
<b>Average</b>	
<b>Below Average</b>	
<b>Unsuccessful or Experienced Significant Problems</b>	

**Remarks:**

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**13. How well did the contractor manage and coordinate subcontractors, suppliers, and the labor force?**

<b>Excellent</b>	
<b>Above Average</b>	
<b>Average</b>	
<b>Below Average</b>	
<b>Unsuccessful or Experienced Significant Problems</b>	

**Remarks:**


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**14. To what extent were the end users satisfied with:**

	<b>Quality?</b>	<b>Cost?</b>	<b>Schedule?</b>
<b>Exceptionally Satisfied</b>			
<b>Highly Satisfied</b>			
<b>Satisfied</b>			
<b>Somewhat Dissatisfied</b>			
<b>Highly Dissatisfied</b>			

**Remarks:**


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**TIMELINESS OF PERFORMANCE:****16. To what extent did the contractor meet the schedule?**

<b>Completed Substantially Ahead of Schedule</b>	
<b>Completed on Schedule with no Time Delays</b>	
<b>Completed on Schedule with Minor Delays</b>	



<b>Under Extenuating Circumstances</b>	
<b>Experienced Significant Delays without Justification</b>	

**Remarks:**

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**OTHER REMARKS:**

**17. Use the space below to provide other information related to the contractor's performance. This may include the contractor's selection and management of subcontractors, flexibility in dealing with contract changes, their overall concern for the Government's/Owner's interest, project awards received.**

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52.217-7 OPTION FOR INCREASED QUANTITY--SEPARATELY PRICED LINE ITEM (MAR 1989)

The Government may require the delivery of the numbered line item, identified in the Schedule as an option item, in the quantity and at the price stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor within (See SCR-1, Section 00800). Delivery of added items shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree.

(End of clause)